

## Electronic Pesticide Use Reporting using CalAgPermits



You can now submit your Pesticide Use Reports electronically in Sacramento County using the CalAgPermit program, a web based program being used by all counties in California. We are highly encouraging industry to sign up for electronic submittal of use reports as a cost savings measure and to improve efficiency.

To sign up for this free service, please email [acostad@saccounty.net](mailto:acostad@saccounty.net) or call Diana Acosta, Deputy Agricultural Commissioner at (916)875-6047. You will need to provide the following information:

- 1 contact name: \_\_\_\_\_
- 2 contact phone number: \_\_\_\_\_
- 3 company name: \_\_\_\_\_
- 4 email address: \_\_\_\_\_
- 5 user name (you will use to access your account) \_\_\_\_\_

- ✓ If you work in multiple counties, you will need an account in each county.
- ✓ If you work in multiple counties, we suggest using the same User Name and add the county name to the end of it. For example: **blueskypestcontrolSAC, & blueskypestcontrolPLACER.**
- ✓ For more information visit the CalAgpermits website at <http://www.calagpermits.org>

You will receive an email with a link to your account and a temporary password. Simply log on to your account, change your temporary password and you can begin submitting your use reports electronically.

**Note:** *if you are a structural pest control company*, there is a field on the electronic use report to enter the number on the structural sticker. Affix the original structural sticker to a copy of the pesticide use report and keep with your records for 2 years.

If you currently use a software program for your use reports, you can export the information as an xml file directly to CalAgPermits. You will simply need to sign up for a CalAgPermits account.

**Provided below is a useful link:**

Google – “YouTubeCalAgPermits” – which has several helpful tutorials (compliments of the Napa County Ag Commissioner’s Office)